

## GUIDANCE FOR THE FY06 CSM/SGM/USASMC SELECTION BOARD

### 1. General:

a. The board will recommend the best qualified NCOs to meet the needs of the Army for appointment to CSM, selection for promotion to SGM, and selection for attendance at the USASMC.

b. All NCOs who are recommended as "best qualified" for selection must first be considered "fully qualified." When determining whether an NCO is fully qualified, the board should satisfy itself that the NCO is qualified professionally and morally, demonstrates integrity, is physically fit, and is capable of performing duties expected of an NCO with his or her qualifications in the next higher grade or position. Selection is not intended as a reward for past performance.

c. Due to the implementation of "Stop Loss" policy, Soldiers normally ineligible for consideration due to reaching their RCP, and who hold a PMOS or are assigned to a unit that is currently affected by "Stop Loss," will be eligible for promotion consideration, provided they are otherwise eligible. Additionally, Soldiers with previously approved retirements are fully eligible for consideration (provided otherwise eligible) with no additional action required of the Soldier.

d. On 13 November 2002, the DCS, G-1, approved Annex E to the Army Mobilization Operations and Execution System (AMOPES) revision. Page E-2, paragraph (c), states that the QMP will be suspended under contingency operations or OPLAN execution under partial mobilization. As a result of the current mobilization status and this directive, Soldiers will not be considered for QMP by this board.

e. An isolated example of excellence or mediocrity should not be used as a sole determinant for selection or non-selection. However, non-selection may properly be based on major disciplinary action or significant professional failure (e.g., relief for cause, moral turpitude, a lack of integrity).

f. An understanding of our Army's past and future strategies must guide you as you evaluate and select our future CSMs and SGMs. The quality of our NCO corps today is unequalled in the Army's history. Your evaluation of each NCO should be based upon performance and potential for future service.

### 2. The Enlisted Evaluation System:

a. This system is designed to measure and report a Soldier's job knowledge, duty performance and potential.

b. The old Enlisted Evaluation Report (EER) and the current Noncommissioned Officer Evaluation Report (NCOER) provide a record of NCO duty performance during a given period of time in a specific job and provide an estimate of potential. Each evaluation report in the file must be examined carefully. Particular attention should be given to narrative and bullet comments; it is here that patterns of strengths and weaknesses over a period of time will appear.

(1) When evaluating the file, consideration must be given to length of time covered by each report and the consistency of ratings over time.

(2) Although all parts of the evaluation report are significant, particular attention should be given to:

(a) Scope and degree of responsibility in terms of resources, people, facilities and dollars managed as outlined in the job description.

(b) Trends in professional ability and performance with special emphasis on the specifics of performance as they relate to the Soldier's MOS and duty description. You should also give consideration to tactical and technical proficiency and the NCO's ability to communicate effectively.

(c) Specific potential recommendations by the rating officials.

(3) Study in detail the bullets of the NCOER to validate the rater and senior rater block marks. It is your responsibility to determine if the bullets fully justify the checked block. A justified rating of "success" is an indication of the NCO being fully qualified. Ratings of "excellence" should be supported by specific examples and measurable results highlighting special and unusual accomplishments and indicating the NCO is clearly better than most others.

3. Overall Performance: An evaluation of demonstrated professionalism and potential for future service cannot be measured without a complete and objective review of each individual's entire background. The following areas should be given careful consideration:

a. Level of Responsibility: Those NCOs who perform well at the tough, high-risk, demanding jobs demonstrate the highest promotion potential. Level of responsibility should be a multiplier in an overall evaluation of performance.

b. Trends in Efficiency: Upward or downward trends in efficiency must be considered in light of the degree of experience and level of responsibility. Junior NCOs can be expected to make honest mistakes from which they learn and improve their performance. The manner of performance in more recent years should take precedence over performance in earlier years.

c. Military Education: With the exception of MOS 79R, graduation from or current enrollment in the USASMC is a prerequisite for selection to CSM. There is no USASMC graduate/enrollment prerequisite for selection to SGM. Those selected for promotion to SGM or appointment to CSM (79R) who have not previously been selected for the USASMC are automatically selected for USASMC. Previous selection for attendance at the USASMC indicates that another selection board found the Soldier demonstrated the highest potential for future promotion selection. The Army expends a great deal of resources to train these Soldiers, and the successful completion of the vigorous course of instruction attests to their dedication, commitment, and motivation. In that light, you should carefully consider for promotion Soldiers who are currently enrolled or who have previously graduated from the USASMC. Soldiers selected for CSM cannot be appointed as CSM until USASMC completion. The Chief of Staff, Army, directed CSM positions cannot be vacant. To comply with this guidance, it is essential that as many CSM designees as possible are available for immediate appointment. Soldiers selected as alternate CSM must be USASMC graduates or be currently enrolled in the USASMC.

d. Civilian Education: Pursuit of civilian education above the high school level is indicative of dedication to self-improvement, effective time management, and potential for future academic success.

e. Professional Values: Throughout the selection process, consideration must be given to the demonstration of the seven Army values. NCOs who demonstrate the professional Army values – honor, duty, courage, loyalty, integrity, respect, and selfless service are the foundation of the Army. NCOs whose performance reflects a commitment to these values should be favorably considered.

4. Range and Variety of Assignments: The board must consider the type of assignments the NCO has held. The essence of effective performance as a senior NCO is the application of sound leadership and management capabilities. You should, therefore, examine each candidate's past performance in all types of leadership positions.

a. Particular attention must be given to selection of individuals who demonstrated their suitability for positions of responsibility and whose performances were consistently outstanding in a variety of assignments.

b. It is essential for the Army to have NCOs who are outstanding troop leaders. It is equally important to have NCOs who can provide leadership in the specialty areas and supporting staffs and units, many with highly technical missions. The board must pick the best NCOs and, in the process, recognize that various jobs require different strengths, techniques and background experience. There are specialties with limited opportunities for leadership, but with significant requirements for management and technical skill.

c. Special Categories. Manner of performance in the following areas should be carefully considered:

(1) Combat Experience: Ours is a nation at war and will continue to be for the foreseeable future. Victory in the Global War on Terrorism is non-negotiable. No other duty demands more of our Soldiers and NCOs than deployment to a combat zone. The manner of performance of duty, while in a combat zone, should be carefully considered when identifying those who are best qualified for promotion.

(2) First Sergeant Duty: First Sergeant duty is one of the most professionally and personally demanding challenges required of an NCO. Successful completion of one or more tours of duty as a First Sergeant is indicative of the individual's exceptional capability for higher levels of responsibility and authority.

(3) Drill Sergeant Duty: Drill Sergeant duty is representative of one of the Army's most demanding and challenging troop leadership positions for NCOs. They are highly skilled and are among the most capable trainers in the Army. Drill Sergeants demonstrate positive leadership in a high stress environment and serve as mentors for trainees during their most formative period as Soldiers. Drill Sergeants have passed the tough screening process of assignment, undergone the rigorous training requirements, and successfully accomplished a demanding duty. This is indicative of the individual's exceptional capability for higher levels of responsibility and that they possess, to a high degree, the qualifications required for promotion.

(4) Recruiting Duty: Recruiters provide the strength for the Army. Recruiting is a tough and demanding skill requiring dedicated, and motivated NCOs to perform as recruiters, commanders, trainers, and leaders. Soldiers selected for this assignment are sometimes unsuccessful and are relieved without prejudice. Success as a recruiter indicates an NCO who is highly skilled in the areas of leadership, training, communication, and independent action and thought.

(5) Reserve Component Duty: Reserve Component units are a significant and vital part of our Total Army war fighting capability, and the Army leadership instituted systems and programs to ensure quality NCOs receive these assignments. NCOs in the Training Support Brigades (TSB) provide comprehensive lane training and serve as Observer Controllers and AAR facilitators for RC units. They spend 100 percent of their time on training management and training evaluation, developing exceptional experience and proficiency. Army National Guard advisors and NCOs in full-time support to U.S. Army Reserve units are principal advisors to the commanders and Soldiers of these units and must demonstrate not only technical and tactical proficiency, but also manage effectiveness in a turbulent, resource-constrained environment. TSBs replaced Readiness Groups and Regional Training Brigades to execute missions such as training evaluation and assistance for gunnery and maneuver lanes of Force Support Package units. Additionally, TSBs may deploy as a Mobilization Assistance Team to support mobilization operations and provide the commander assistance in the processing, validation, training and deployment of select RC units.

(6) Equal Opportunity (EO) Duty: Assignments for EOA duty are DA directed and not necessarily the desires of the individual; although, volunteers are accepted for this duty. EOA duty is normally a single tour detail with duties in SQI "Q," for senior NCOs (SSG(P) and above), with those Soldiers being selected by the Commander, U.S. Army Human Resources Command, from all CMFs. A single tour for most EOAs is two years (or the normal geographical tour length), with full-time duties at brigade or higher level staffs. As a result of Stop Movement in support of unit stability for deployments, many NCOs had their EOA tour extended. You should not view in a negative manner those who have had their EOA tours extended to support a unit deployment. This is demanding and sensitive duty. The successful performance of EOA duty reflects superior leadership, communications, and administrative skills. Continued successful duty performance as an EOA must be given equal status with duties in other "special detail" areas (e.g., Drill Sergeant, Recruiter, Reserve Component duty). Board members must be aware that many Soldiers in this category may not have had the opportunity or recent experience in the more traditional leadership positions of their career fields (e.g., platoon sergeant, first sergeant).

(7) Specially Managed Personnel: These are individuals assigned to classified special mission units (to be provided under separate cover). Because of the uniqueness of these assignments, their importance to national security, and their readiness priority, the following information is necessary when considering these NCOs.

(a) These are special mission forces with classified assignments and are not the same as Special Forces.

(b) Assignment to these units is voluntary.

(c) Individuals, both operational and support, are selected for assignment through a demanding assessment process found nowhere else in the Army.

(d) Enlisted operational personnel are assessed as MOS-immaterial. They received highly specialized training, which in most cases is not related to the duties in their PMOS. This training prepares them for the unique assignments associated with these units.

(e) Enlisted support personnel are assigned as nearly as possible within their PMOS; however, many receive training and frequently perform duties that are outside their PMOS.

(f) To take advantage of their unique skills, an individual may be assigned and stabilized for longer periods of time than you would normally expect to see in a regular Army unit--in some cases up to 20 or more years.

(g) The assessment and selection, advanced training, and stabilization policies are designed to retain highly qualified personnel in these units and should not be considered a negative factor in determining promotion potential under the "whole Soldier" concept. These assignments are extremely demanding and stressful on both Soldiers and their families. Only the most dedicated, resourceful and productive Soldiers are retained.

(8) NCO Academy Instructor Duty: NCO Academy Instructor duty is an important duty that demands exceptional skill and technical knowledge and requires dedicated and motivated NCOs. Academy Instructors serve as counselors and mentors to the junior NCOs they are developing. A successful instructor has, therefore, proven to be a skillful leader, trainer, and communicator.

(9) Military Entrance Processing Station (MEPS) Duty: The DoD recruiting mission depends upon the MEPS' proficiency in qualifying and processing applicants into the Armed Forces. These NCOs are performing duty subject to intense quality control, and successful completion of a MEPS tour indicates their ability to pay attention to detail. Especially in smaller communities, these NCOs represent the Armed Forces and must project an impeccable, professional military presence.

(10) Combat Training Center (CTC) Observer/Controller (O/C) Duty: The CTC program is critical to improving and sustaining the Army's professional war fighting capability. NCOs selected to serve as O/Cs plan, develop and control rotational unit training exercises at the CTCs. This challenging mission requires O/Cs to accompany an average of 12 rotations per year while serving a two- to three-year tour. O/Cs accompany rotational units throughout all phases of force-on-force and live fire training to observe and assess individual and collective performance, teach and coach their unit counterparts, and provide performance feedback through the After Action Review (AAR) process. They are responsible for creating and maintaining a training environment as realistic as possible, and for ensuring doctrinally correct battlefield replication.

(11) Inspector General (IG) Duty: The Inspector General approves NCOs nominated for IG assignments. They are selected because of demonstrated ability, adherence to Army values, and potential to serve in positions of increasing responsibility while in their CMF. As

IGs, they must be both a specialist in their career field as well as a generalist in a myriad of specialty fields and functions. They serve on the commander's personal staff and provide commanders a sounding board for sensitive issues. Further, IGs understand the functions of the chain of command while being fair and impartial without regard to rank or position of the individuals involved. All IG NCOs serve as assistant inspectors general and are trained in exactly the same IG functions, policies and procedures as commissioned officers. They teach Soldiers, civilians and commanders about Army standards, policies, procedures, responsibilities, processes, and systems. Therefore, the depth and breadth of tactical and technical knowledge the IG acquires encompasses virtually any Army system of interest to the commander. They must be competent and compassionate leaders while assisting members of the Total Army in solving individual, organizational, and systemic issues. As the proponent of Organizational Inspection Programs, IGs are adept at examining compliance; determining the reasons for deviations from established standards; recommending solutions; and assisting commanders with implementing corrective action. Most importantly, IGs are trained to exercise mature judgment and initiative in the execution of their duties. Members of selection boards must recognize that because the Army does not have an IG CMF, NCOs initially enter the IG detail as experts in their respective CMF, but must be trained in the IG System. They complete their detail with a much broader background and leadership experience than many of their peers.

(12) Rear Detachment Duty: The Army relies heavily upon NCOs who serve in rear detachments during the deployment of forces and combat. These NCOs have the tremendous responsibility to care for families of deployed Soldiers, military communities, remaining units, and installations.

(13) The above-mentioned list of special categories is not all-inclusive. As previously mentioned, many special duties/specialties have limited opportunities for leadership, but significant requirements for management and technical skills. The individual proponent briefing packets will elaborate on low, medium and high-risk jobs commensurate with each CMF. Keep in mind that proponent briefing packets do not establish selection eligibility criteria and do not constitute additional guidance to the board.

(14) However, you should not place undue emphasis on the diversity of assignments or the command/organizational level at which duties are performed. All assignments are important to sustain a trained and ready Army. The absence of combat experience or support of deployed forces, for example, should not be a basis for nonselection.

5. Increased Time-on-Station: There is no such thing as "homesteading" in our Army. Rather, increased time-on-station in a unit is the natural and desired result of conscious efforts to reduce turbulence in both units and families. Soldiers will, in fact, be serving in duty positions, units, installations, and military communities for considerably longer periods of time. Accordingly, these Soldiers cannot be adversely categorized as "homesteaders." Rather, this phenomenon must be viewed as not only supportive of Army policy, but in consonance with the goals for individual professional development and Soldier/leadership continuity across the Army.

6. Derogatory Information:

a. Significance: The weight to be given derogatory information must be determined by the collective judgment of the board. Care must be taken not to unduly penalize NCOs who had early exposure to heavy responsibilities and the inherent opportunity to make mistakes through honest but misguided effort. Little consideration should be given to comments of a derogatory nature, particularly nonjudicial punishment for minor offenses, which are later followed by continuous outstanding performance of duty. Unproven allegations or courts-martial in which the individual was not found guilty will not be considered.

b. Article 15s: Nonjudicial punishment proceedings under Article 15, Uniform Code of Military Justice (UCMJ), enable commanders to maintain good order and discipline by disposing of minor offenses quickly and fairly. The primary purpose of nonjudicial punishment is to provide a method for commanders to determine what happened and to deal with minor offenses with fair punishment, while preserving rehabilitative potential. Punishment under Article 15, UCMJ, early in a Soldier's career (SPC/CPL and below with less than three years service) should not be considered in deliberations.

c. Disciplinary Data: Because this board is selecting NCOs for positions requiring the utmost trust and confidence, disciplinary data from the Restricted portion of the OMPF will be provided to the board for all NCOs identified as best qualified for selection for appointment to CSM, promotion to SGM, and selection for attendance to the SMC.

(1) The following types of information will not be seen by the board (list is not all inclusive):

(a) Any document which reflects the correction of previously incorrect information (e.g., Army Board for Correction of Military Records (ABCMR) date of rank correction, successful evaluation report appeal, Article 15 that was set aside, etc.).

(b) Court orders or other legal or historical information which document "promotion re-looks" or which voided release from active duty.

(c) Denied EER/NCOER appeals.

(d) DA Suitability Evaluation Board (DASEB) actions to transfer Letter(s) of Reprimand to the restricted portion of the OMPF on basis of "intent served."

(e) Line of Duty determinations and other reports of investigation resulting in correction to the OMPF.

(f) Court-martial orders, if all findings are not guilty, if all charges and specifications are later dismissed or if all findings of guilty were reversed in a supplemental order.

(g) "Disciplinary information" transferred from the Performance portion of the OMPF to the Restricted portion pursuant to the "Whistleblower Act" protections of 10 U.S.C. 1034.

(h) Promotion list removal documents when retained on the list.

(i) Any other inaccurate document, inaccurate amendment(s) or deletion(s) of a record retained on the Restricted portion of the OMPF for historical purposes.

(j) Documentation pertaining to results of any previous Stand-by Advisory Board (STAB) action related to a Command Sergeant Major Review Board (CSMRB) referral for CSM appointment.

(2) Only those Restricted documents listed below which are accurate, relevant, complete, and not excluded by paragraph (1) above, may be seen by the board (list is inclusive but may be supplemented by subsequent screening guidance):

(a) Article 15 or other UCMJ actions received not set aside by proper authority. However, punishment under Article 15 or other UCMJ actions in a Soldier's early career (SPC/CPL and below with less than three years of service) will not be considered in deliberation.

(b) DASEB filing of unfavorable information.

(c) Promotion list removal documents when removed from the list.

(d) Punitive or administrative letters of reprimand, admonition, or censure.

d. The Army Substance Abuse Program (ASAP): A goal of ASAP is to restore to duty those substance-impaired Soldiers who have the potential for continued military service.

(1) When an individual's record reflects adverse information associated solely with a past problem involving alcohol or drug abuse and the individual has been rehabilitated and restored to full duty status, the Soldier's attitude, work efficiency, and potential for continued, effective service will be the basis upon which he is evaluated.

(2) The NCO who has not responded to drug or alcohol treatment and rehabilitation programs after a reasonable period of time should not be selected.

e. Assignment limitations or training disqualification (e.g., airborne training, or nuclear and chemical assignment disqualification UP AR 50-5 or 50-6): These factors, alone, should not be used as criteria for selection or nonselection. However, the actions leading to the limitation or disqualification may be appropriate for consideration.

7. Physical Fitness and Weight Control: Army policy requires every Soldier be physically fit regardless of age or duty assignment. In addition, weight control and physical appearance are important indicators of an NCO's military bearing. Accordingly, when evaluating the individual's potential for selection, the board will consider APFT and weight control standards as well as the NCO's overall physical appearance. Limit your review to the official photograph, APFT and height and weight data, and entries on evaluation reports.

8. Medical Profiles: The board must recognize some NCOs were granted retention with certain medical profiles, and some Soldiers have partial disabilities that are the result of disease, wound, or injury that does not interfere with the individual's performance of duty. An NCO who



is found fit to remain on active duty by an MOS Medical Retention Board possesses the minimum medical qualifications required for assignment to any position commensurate with his or her grade, specialty, and profile limitations.

9. Photographs:

a. The lack of an organizational shoulder sleeve insignia or distinctive unit insignia (unit crest), or both, should not be considered negatively. With some exceptions, Soldiers assigned to DoD agencies, joint activities and other federal agencies are not authorized these insignia items. Army personnel assigned to a few of these organizations are permitted to wear one or both of these items by virtue of previous HQDA approval granted to Army organizations that became DoD agencies or joint activities.

b. Photographs in DAPMIS are valid for up to five years. After that period, they are deleted from the system. Therefore, NCOs with a photograph taken prior to 6 Jun 2001 will not have a photograph in their record for this board.

c. Soldiers deployed to an area where photographic facilities are not available, or where conditions prevent them from being photographed, are temporarily exempt from having an updated photo.

10. Record Precaution: Understand that great numbers of NCO are deployed throughout the world and were not provided the opportunity to review their Enlisted Record Brief (ERB). An ERB that has not been validated by a deployed Soldier should not be a factor in the board's consideration. If ERB data is missing, board members should carefully examine other documents in the OMPF to obtain the information normally shown on the ERB. Questions pertaining to missing ERBs should be referred to the DA Secretariat for possible inquiry.

11. Quality and Validity of Information: Board members can help enforce standards by identifying Soldiers who appear to be wearing unauthorized insignia, decorations, badges, ribbons, or devices. If such cases are found, they should be identified to the Commander, EREC.

12. Personal Knowledge: The board may not use personal knowledge in its deliberations, unless authorization to do so is first obtained. In the event a board member has personal knowledge of a NCO's performance not documented in the record provided to the board, and the board member feels the information is of great significance, the board member will present the information to the board president. The board president will request authority from the DMPM to release the information to the board.

13. Marital Status/Activities of Spouses: You may not consider a Soldier's marital status or a Soldier's spouse's employment, educational pursuits, or volunteer service activities when making your selection recommendations. NCOER may no longer contain references to spousal employment, educational or volunteer activities, nor can information be provided which reflects favorably or unfavorably on the NCO based solely on his/her marital status. As a result, you must disregard such prohibited information if it is reflected in documents you review.

14. Select Objectives: To ensure the Army satisfies its mission of filling authorized enlisted spaces, separate select objective requirements are established to satisfy special mission unit requirements.

a. CSM Select Objectives: The DA Secretariat will provide select objectives by MOS after the vote of all records. CSM select objectives indicate the number of selections to CSM made from each CMF. Army policy is battalion and brigade CSM will possess the background CMF related to the type of unit concerned (e.g., CSM assigned to Infantry battalions will have CMF 11 background).

(1) Alternates for Appointment to CSM: Select the best qualified 1SG(P)/MSG(P) (selected by either the current or a previous SGM selection board) or SGM in the zone of consideration as alternates for appointment to CSM.

(2) MSGs who currently hold primary MOS 79R will be considered for CSM and, if selected, will automatically be selected for promotion to SGM.

(3) Should the board find the quality of individuals in a particular CMF inadequate to meet the select objective assigned to that CMF, the president of the board will seek guidance from the DMPM.

b. SGM Select Objectives:

(1) The DA Secretariat will provide SGM select objectives by MOS after all records have been voted. SGM select objectives indicate the number of selections to SGM made from each MOS. These numbers may be adjusted to compensate for CSM selections made from the serving SGM population.

(2) The secondary zone (SZ) was established to provide an opportunity for Soldiers whose accomplishments demonstrated excellence, capacity for leadership, and marked potential warrant promotion ahead of their contemporaries. Selections from this zone provided the Army with a pool of exceptionally talented and relatively young NCOs in the senior enlisted grades. On 5 November 2002, the DMPM approved the consolidation of primary and secondary zones of consideration combining the OML and eliminating the need for a secondary zone ceiling. This process ensures only the best-qualified Soldiers with the highest potential for promotion are selected for SGM and USASMC.

(3) To provide some promotion opportunity to NCOs in MOS that have a zero select objective, the board will identify the top five percent of the 1SG/MSG in each MOS and refer any NCO with significant experience in a secondary, additional, or duty MOS for promotion consideration in that MOS. To be recommended for selection in one of these MOS, the NCO must demonstrate potential to be reclassified successfully without additional formal training in the MOS. Promotion will be contingent on reclassification into the new MOS.

(4) As a minimum, individuals selected must be, in the judgment of the board, fully qualified for promotion to meet the needs of the Army. In the event the panels, or the board as a whole, determine the quality of the individuals in a particular MOS, or in the overall zone, is such the selected numbers would not be in the best interest of the Army, the president of the board must seek additional guidance from the DMPM.

(5) From the MOS authorized for MSG, individuals must be recommended for promotion in one of the MOS authorized for rank of SGM. DA Pam 611-21 will be used to determine appropriate CMF progression.

c. Selection for Resident USASMC: NCOs selected for appointment to CSM (79R) or promotion to SGM will automatically be selected for the USASMC if they are not already a graduate or on a previous selection list.

d. United States Army Sergeants Major Course (USASMC): NCOs selected for promotion to SGM by the FY06 CSM/SGM Selection Board, who were not previously selected for attendance to the USASMC, will automatically be selected for the USASMC. The board will select 1SG/MSG (non-USASMC enrollees and graduates) to serve as official alternates for the USASMC. Alternates will be selected as the best-qualified Soldiers, representing those NCOs that show the highest probability for future promotion selection. There will be no gray zone vote for alternate USASMC selection. The Board Recorder will determine the best qualified by finding the vote score in the OML that comes closest to the select objective and select those individuals. If changed, the adjusted select objective will be provided to the DMPM for approval. Not all Soldiers selected as alternates may be activated to attend the USASMC. Select objectives are based on the needs of the Army by MOS. The Army expends considerable resources to train Soldiers who attend the USASMC. Accordingly, only Soldiers with the highest probability of selection for promotion by the next promotion board should be selected to attend the USASMC.

15. CSM Post-Board Screening: All Soldiers selected for appointment to CSM are subject to post-board personnel suitability screening IAW the Army's Personnel Suitability Screening Policy. A Command Sergeant Major Review Board (CSMRB) will be convened to assess any derogatory information that is revealed. The CSMRB will recommend to the DMPM for final decision those with egregious derogatory information for referral to a STAB and those whose files contained what is judged nonserious derogatory information be appointed to CSM. Soldiers referred to a STAB will receive separate notification from HRC stating derogatory information about them was discovered that might disqualify them for appointment as CSM. The notification will include copies of all derogatory information and will outline the rebuttal process for submission to a STAB. The STAB, after receipt of the Soldier's rebuttal, will consider the Soldier's eligibility for appointment to CSM. The STAB will make a recommendation to the DMPM for final decision as to the suitability of the affected Soldier to serve as an appointed CSM. Soldiers found suitable for appointment for CSM will be notified by HRC and integrated into the CSM select list. Those Soldiers found unsuitable for appointment to CSM will be notified in writing by HRC.

16. Standby Advisory Board: Some members of the board will be selected to serve on Enlisted Standby Advisory Boards to review cases for removal from existing promotion lists, for promotion reconsideration, for initial promotion consideration, or for initial appointment to CSM, if referred by the CSMRB. These boards will convene under a separate MOI.